

INSTRUCTIONS FOR FILING

STAND-BY OR BACKUP AND TEMPORARY STAND-BY OR BACKUP POWER GENERATION FACILITIES ADMINISTRATIVE PERMIT

DEFINITIONS

“Stand-By or Backup Electrical Power Generation Facility” means an electrical power generation facility that is operated only during interruptions of electrical service from the distribution system or transmission grid due to circumstances beyond the operator’s control. Electrical generation facilities operating where an interruptible service contract has been executed are not considered Stand-By or Backup Electrical Power Generation Facilities.

“Temporary Stand-By or Backup Electrical Power Generation Facility” means an electrical power generation facility that is operated for and during a period of time not to exceed four (4) consecutive months in any twelve (12) month period and only during interruptions of electrical service from the distribution system or transmission grid due to circumstances beyond the operator’s control. After this four (4)-month maximum time period, a Temporary Stand-By or Backup Electrical Power Generation Facility is disassembled and removed. A Temporary Stand-By or Backup Electrical Power Generation Facility possesses no permanent foundation. These facilities, by definition, must meet the performance standards set forth in this Title. Electrical generation facilities operating where an interruptible service contract has been executed are not considered a Temporary Stand-By or Backup Electrical Power Generation Facility.

ADMINISTRATIVE PERMIT REQUIRED

An Administrative Permit is required for the following facilities:

Type of Facility	Zoning District
Stand-by or backup electrical power generation that do not exceed noise and air standards	IP, LI, HI Industrial Districts
Temporary stand-by or backup electrical power generation	CO, CP, CN, CG Commercial Districts IP, LI, HI Industrial Districts

Stand-by or backup electrical power generation facilities not mentioned above and/or located in other districts have different permit requirements. Please contact the Department of Planning, Building, and Code Enforcement for the current zoning regulations and permit requirements.

An applicant for an Administrative Permit to allow the placement, construction or operation of a Temporary Stand-By or Backup Electrical Power Generation Facility shall, in addition to all other Administrative Permit requirements, declare under penalty of perjury that the Temporary Stand-By or Backup Electrical Power Generation Facility sought for use subject to an Administrative Permit will at all times be maintained in full conformance with each and every one of the criteria and standards set.

CRITERIA

An Administrative Permit to allow any Stand-By or Backup Electrical Power Generation Facility or Temporary Stand-By or Backup Electrical Power Generation Facility shall not be issued unless the Director of Planning determines that all of the applicable criteria and standards listed below are met:

- Maximum noise levels, based upon a noise analysis by an acoustical engineer, will not exceed the applicable noise standards set forth in this Title.
- Emissions and Health risks associated with the generators will not exceed the thresholds as established by the Director of Planning.

PLEASE CALL THE APPOINTMENT DESK AT (408) 277-8820 FOR AN APPLICATION APPOINTMENT.

STAND-BY OR BACKUP AND TEMPORARY STAND-BY OR BACKUP POWER GENERATION FACILITIES ADMINISTRATIVE PERMIT

CRITERIA (continued)

- Operation of a Temporary Stand-By or Backup Power Generation Facility, by definition, shall not exceed a maximum time period of four (4) consecutive months in any twelve (12) month period.

NOISE STANDARDS

The sound pressure level generated by any use or combination of uses on a property shall not exceed the decibel levels indicated in Table 20-105 at any property line.

All Commercial Zoning Districts

a)

Table 20-105 Noise Standards	
	Maximum Noise Level in Decibels at Property Line
Commercial use adjacent to a property used or zoned for residential purposes	55
Commercial use adjacent to a property used or zoned for commercial or other non-residential purposes	60

All Industrial Zoning Districts

b)

Table 20-135 Additional Noise Standards	
	Maximum Noise Level in Decibels at Property Line
Industrial use adjacent to a property used or zoned for residential purposes	55
Industrial use adjacent to a property used or zoned for commercial purposes	60
Industrial use adjacent to a property used or zoned for industrial or use other than commercial or residential purposes	70

AIR QUALITY STANDARDS

The emissions and health risks generated by the use must meet the thresholds as established by the Director of Planning in conjunction with the Bay Area Air Quality Management District (BAAQMD). These are shown below:

(a) Emissions

Pollutant	Ton / Year	Pounds / Day
Nitrogen Oxide (NO _x)	15	80
Fine Particulate Matter (PM ₁₀)	15	80

(b) Health Risk

The annual emissions associated with the project would result in an incremental cancer risk less than 1.0E-05 (ten in a million), were the exposure to continue for 70 years; and (2) TBACT has been applied to permitted sources

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ADMINISTRATIVE PERMIT APPLICATION

(Stand-by or Backup and Temporary Stand-by or Backup Electrical Power Generation Facilities)

TO BE COMPLETED BY PLANNING STAFF			
FILE NUMBER AP		RECEIPT # _____	
PROPERTY LOCATION		DATE _____	
ZONING	PD ZONING FILE #	AMOUNT _____	
QUAD #	PERMIT FILE #	BY _____	
SUBJECT TO CONDITIONS		<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	DATE _____ BY _____

TO BE COMPLETED BY THE APPLICANT (PLEASE PRINT OR TYPE)	
PROPERTY LOCATION	
ASSESSOR'S PARCEL NUMBER(S)	
<input type="checkbox"/> FILING FEE (see fee schedule). <input type="checkbox"/> ASSESSOR'S PARCEL MAP marked with the project location. <input type="checkbox"/> PHOTOGRAPHS of existing building or subject area. <input type="checkbox"/> SEVEN (7) COPIES of the development plans that include: a. A site plan* drawn to scale showing the location of the proposed change on the subject property, and b. A drawing to scale of the proposed change (elevations, floor plans, construction details, as appropriate). <input type="checkbox"/> ENVIRONMENTAL CLEARANCE APPLICATION** including Noise Report and Air Quality Analysis. <input type="checkbox"/> SPECIFICATIONS of all proposed generators. <input type="checkbox"/> PUBLIC NOTICING	<input type="checkbox"/> LEGAL DESCRIPTION of the property. * A Site Plan should contain the following basic information: <ul style="list-style-type: none"> • Dimensions of subject property, lot lines, and existing and proposed driveways. • Streets and use information for properties adjoining the subject property. • Existing and proposed buildings and structures, including proposed building removal. • Dimensions of existing and proposed setbacks. • Existing and proposed off-street parking, loading, and circulation areas. • Existing and proposed landscape areas and on-site drainage. ** Use the Standby Engine Generator Clearance form. See the categories for environmental clearance/exemption on page 2.

Please continue to PAGE 2...

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ADMINISTRATIVE PERMIT APPLICATION

FILE NUMBER AP

APPLICANT			
PRINT NAME OF APPLICANT BUSINESS		DAYTIME TELEPHONE # ()	
PRINT NAME OF CONTACT PERSON		FAX # ()	
ADDRESS	CITY	STATE	ZIP CODE
SIGNATURE			DATE
PROPERTY OWNER			
PRINT NAME OF PROPERTY OWNER		DAYTIME TELEPHONE # ()	
		FAX # ()	
ADDRESS	CITY	STATE	ZIP CODE
SIGNATURE			DATE

CATEGORIES FOR ENVIRONMENTAL CLEARANCE/EXEMPTION			
	<u>Under 50 hp</u>	<u>Over 50 hp – Natural Gas</u>	<u>Over 50 hp – Diesel</u>
Temporary:	Exemption with (1)	Exemption with (1)	Exemption with (2)
Permanent:	Exemption with (1)	Clearance Application	Clearance Application
(1) Need to provide Noise Specifications on Generator or a report from a Noise Consultant. (2) Need to provide all information included in Clearance Application			

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Project Information Worksheet: Standby Engine Generator(s)

This information can be used for environmental exemption or clearance. Use of this application as environmental clearance will require compliance with the City's Public Outreach Policy (see reverse).

Business Name:	Contact Name:
Site Address:	Daytime Phone Number:
File Number:	E-mail Address:

Engine braking Horsepower:	Manufacturer, Model and Rated Capacity of Equipment:	
Number of engines:	Hours of Operation (per generator) Testing: _____ hours per month max. Annual Hrs:	
Emission Rates: (Attach emissions specifications from manufacturer)	g/bhp-hr (grams/brake horsepower-hour)	
Nitrogen oxides		
Particulate matter		
Organics		
Sulfur oxides		
Carbon monoxide		
What is the stack height?		feet or meters (circle one)
What is the combined stack height and building height (if applicable)		feet or meters (circle one)
What is the stack diameter?		feet or meters (circle one)
What is the stack spacing for multiple generators?		feet or meters (circle one)
What is the stack gas exit temperature?		degrees (Fahrenheit or centigrade)
What is the stack exhaust gas flow rate?		cubic feet per minute
Noise rating in decibels		at _____ feet

Site Plan and Elevations: *(The following information needs to be clearly shown on attached sheets)*

1. Site boundary and location of buildings and engine-generator
2. The dimensions (length x width x height) of the engine-generator and the location and height of the exhaust stack relative to the engine-generator.
3. The dimensions (length x width x height) of buildings and other features on the site.

STAFF USE ONLY

Information Outstanding:

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City of San Jose, California – Public Outreach Policy

Currently, the Department of Planning, Building & Code Enforcement is evaluating the outcome of the contracted mailing service pilot program. Therefore, **until further notice, applicant(s) are required to submit a list of name(s) and address(es) of the property owner(s) and occupant(s) surrounding the subject parcel(s)** identified by the County Assessor's Parcel Number (APN), as shown on the last equalized assessment roll of the County of Santa Clara. Along with this list, provide a set of stamped business size envelopes *without return addresses*, addressed to the property owner(s) and occupants(s) identified on the aforementioned list. These are to be submitted at the time of filing the application. Below are listed the four categories of project mailing breakdowns.

Project Types

The public Outreach policy identifies four categories of projects. These are defined as follows:

- **Very Small Development Proposals** – an application that is for a single family detached dwelling, tree removal, or similar type of approval. Such proposals are considered as being administrative in nature and having very localized interest to the community. These projects require a mailing within a 300-foot radius of the subject property lines.
- **Standard Development Proposals** – an application for development approval that requires a public hearing and is not a Very Small, Large or Controversial Development Proposal. These projects require a mailing within a 500-foot radius of the subject property lines.
- **Large Development Proposals** – an application that is for more than 50 dwelling units, 60,000 square feet of commercial uses or 100,000 square feet of office or industrial uses. These projects require a mailing within a minimum 1000-foot radius of the subject property lines.
- **Controversial Development Proposals** – an application that the Planning Director, in consultation with the Council Offices of the Council District in which the application is proposed, determines has the potential to generate significant neighborhood concern. This determination will typically be made after an application has been filed. These projects require a mailing within a minimum 1000-foot radius of the subject property lines.

If you have any questions regarding the Public Outreach Policy, please refer to the full text of the Policy for additional clarification or contact the Planning Staff at (408) 277-4576.

(6/15/01)